

(Insert LEA Name) SPECIAL EDUCATION STAFFING SPREADSHEET

List all certified instructional staff first. Then list all other contracted, as well as salaried staff (i.e. interpreters, speech/language, occupational therapists, etc.) on subsequent pages. Please use multiple sheets as necessary. For teachers who do not hold certification in 01-Elementary or the appropriate grade level content area, the LEA must submit evidence of HQ status. Please reference the Required Credential for Professional Staff Members in the Instructional Programs of South Carolina's Public Schools and the Quick Facts about South Carolina's Highly Qualified Teacher Requirements.

[illegible]

Name	Position Held	School Name	Certification/ License Held	Total Caseload	Current Caseload Count by Disability Category	For each special education provider who instructs students in core content areas (i.e. provides report card grades), list the number of students in each subject area. (May include students not on total caseload.)				For each core content area taught (i.e. provides report card grades), indicate if the special education provider is highly qualified under NCLB.			
						ELA	MATH	SCI	SS	ELA	MATH	SCI	SS

Signature of Special Services
Administrator:

_____ Date: _____

Printed Name of Special Services
Administrator:

_____ Title: _____